

DAKOTA HIGH SCHOOL NATIONAL HONOR SOCIETY BYLAWS

ARTICLE I: NAME AND PURPOSE

Section 1. The name of this organization shall be the Dakota High School National Honor Society.

Section 2. The purpose of this organization shall be to create enthusiasm for scholarship, to stimulate a desire to render service, to promote leadership, and to encourage development of a character in the members of our chapter and all the students in our school.

Section 3. The NHS shall be under the sponsorship and supervision of the National Association of Secondary School Principals (NASSP, 1904 Association Drive, Reston, VA 22091-1537)

ARTICLE II: MEMBERSHIP

Section 1. Membership is an honor bestowed upon a student. Selection for membership is based on outstanding scholarship, character, leadership, and service. Once selected members have the responsibility to continue to demonstrate these qualities.

Section 2. Membership shall be known as active, honorary, and graduate. Active members shall become graduate members upon graduation. Graduate members shall have no voice or vote in chapter affairs.

Section 3. The Faculty Council shall reserve the right to award regular honorary membership to students with disabilities or foreign exchange students in recognition of achievement and/or outstanding service rendered to the school in keeping with the purposes of the National Honor Society. Honorary members shall have no voice or vote in chapter affairs.

Section 4. Candidates become members when inducted at a special ceremony.

Section 5. A National Honor Society member who transfers from another school and brings a letter from the former principal or chapter adviser to the advisor of the Dakota High School Chapter shall be accepted automatically as a member in the Dakota Chapter. Transfer members must meet the new chapter's standards within one semester in order to retain membership.

Section 6. Members who resign or are dismissed are never again eligible for membership or NHS benefits.

Section 7. An active member of the National Honor Society who transfers from this school will be given a letter indicating the status of his/her membership signed by the advisors and the principal.

ARTICLE III: SELECTION OF MEMBERS

Section 1. Candidates eligible for selection to this chapter must be members of the junior or senior class. Candidates eligible for selection to the chapter shall have a minimum cumulative grade point average of 3.30 (out of a 4.00, non-weighted grade point average). This scholastic level of achievement shall remain fixed, and shall be the required minimum scholastic level of achievement for admission to the candidacy. Candidates beginning as freshmen during the school year 2002-2003 shall have a minimum cumulative grade point average of 3.45.

Section 2. The final selection of members to this chapter shall be by a majority vote of the Faculty Council consisting of five faculty members appointed by the principal. The chapter advisers shall be the sixth and seventh, non-voting, ex-officer members of the Faculty Council.

Section 3. Prior to the final selection, the following shall occur:

- a. Students' academic records shall be reviewed to determine scholastic eligibility.
- b. Students who are eligible scholastically shall be notified and asked to complete the application for further consideration for selection.
- c. The faculty may be requested to comment on candidates determined to be scholastically eligible.
- d. The Faculty Council shall review the application and faculty comments.
- e. Candidates scholastically eligible must request evaluation from five staff members from Dakota High School.

Section 4. The selection of members shall be held once a year.

ARTICLE IV: PROBATIONARY STATUS

Section 1. Probationary status will last for one semester. During this time the member must uphold the NHS constitution. Failure to do so will result in the Faculty Council determining the membership status of the member.

Section 2. Failure to pay dues, attend meetings, meet deadlines, submit

written notification of absence to the Vice-President or participate in chapter functions will result in probationary status. The advisors will determine the students that will be put on probation.

- a. The NHS officers and advisors will determine absences excused or unexcused.
- b. Failure to attend a meeting or event unexcused will result in subtraction of hours of that time missed.
- c. If a student is unable to attend a meeting or an event, a written notice must be submitted to the NHS Vice-President's mailbox within one week of absence.
- d. Any member not dismissed by the Faculty Council will have to make-up their hours by the end of the next semester.

ARTICLE V: DISMISSAL

Section 1. Any member who falls below the standards of scholarship, leadership, character, or service may be dismissed from the Dakota High School chapter of the National Honor Society. A member of the National Honor Society is expected to maintain an active role in service and leadership to his/her school and community. Any member who does not complete the required number of service hours and/or tutoring hours will have their name submitted to the Faculty Council for possible dismissal.

Section 2. If a member's cumulative grade point average falls below 3.30 (3.45 as of school year 2004-05) after a semester grading period, he/she will be given a written warning by the advisor. If the Cumulative grade point average remains below 3.30 (3.45 as of school year 2004-05) for the next semester the member may be dismissed.

Section 3. Violation of criminal law may result in dismissal of the student. These violations include, but are not limited to DUI, stealing, destruction of property, truancy, or possession, selling, or being under the influence of drugs or alcohol at school or school-related activities.

Section 4. Repeated violation of the school code of conduct may result in dismissal of the student. These violations include, but are not limited to the use of profanity, insubordination, cheating, suspension, etc.

Section 5. The Faculty Council may dismiss any member that falls into probationary status more than once.

Section 6. The Faculty Council may dismiss any member whose personal

conduct is questionable in accordance with the accepted norms of student behavior.

Section 7. In case of pending dismissal:

- a. The member will receive a written notification of the reason for possible dismissal from the advisors/Faculty Council. The member and advisors will discuss the written notification in a conference.
- b. The member will be offered a hearing with the Faculty Council prior to dismissal (in accordance with the due process identified in the National Constitution". The member has the opportunity to present his/her defense in person or in writing. The Faculty Council will then vote on whether to dismiss the member.
- c. If the member is dismissed, a letter will be sent to the principal, member, and parents of the member.
- d. The member may appeal the Faculty Council's decision to the principal by submitting a letter to the advisors within 2 weeks of dismissal.
- e. When a student is dismissed, he/she is no longer a member and may never again be considered for membership in the National Honor Society.

ARTICLE VI: OFFICERS

Section 1. The officers of the chapter shall be President, Vice-President, Secretary, Treasurer, Tutorial Chair, and Parliamentarian.

Section 2. Student officers shall be nominated in January and elected in February of each school year by the chapter members of the junior class.

Section 3. The candidate receiving the highest number of votes shall be selected to the office. In case of a tie, a second vote shall be taken of the two candidates receiving the highest number of votes.

Section 4. Individual Responsibilities of Officers:

A. President

1. Chairs regularly scheduled meetings.
2. Oversees activities of committee operation reports and to general membership.
3. Has ultimate responsibility for maintaining NHS as an organized, active group.
4. Prepares agenda for officer/executive council meetings and general membership meetings.
5. Oversees at least one major committee.
6. Has the responsibility of obtaining the auditorium for the general membership meetings.
7. Shares the responsibility with the Secretary of overseeing public relations

and keeping school announcements up-dated with current information.

B. Vice-President

1. Assures all the duties of the President when the President is incapable of carrying them out.
2. Keeps accurate record of member attendance at regularly scheduled meetings.
3. Keeps records of participation in service commitments.
4. Oversees at least one major committee.

C. Secretary

1. Types all correspondence.
2. Keeps accurate minutes of regularly scheduled meetings and presents a legible copy of them to the advisors and executive board members.
3. Keeps an accurate list of committee members, service projects, volunteers, etc. for filing
4. Oversees at least one major committee.
5. Prepares the end-of-the year report.
6. Updates all the NHS bulletin boards.
7. Is responsible for overseeing public relations.
8. Keeps school announcements updated with current information.
9. Is responsible to submit the agenda and minutes of every membership meeting to the student activities director of Dakota High School.

D. Treasurer

1. Collect dues, monies for pins and honor cords, fund-raisers, and keeps all financial records.
2. Keeps accurate books.
3. Makes reports on finances to members at regularly scheduled meetings.
4. Oversees at least one major committee.

E. Tutorial Chairperson

1. Directs tutoring program.
2. Keeps accurate records of tutorial hours.
3. Oversees at least one major committee.

F. Parliamentarian

1. Keeps orderly conduct at all meetings.
2. Oversees at least one major committee.

Section 5. Dismissal of an Officer:

a. An officer's failure to fulfill his/her responsibilities as stated in Article VI, Section 5 of the bylaws might result in the officer being dismissed of his/her duties. A three-week probationary period may be given to the officer in question by the advisors. A conference with the officer and advisors will be held prior to any probationary period. If the officer does not fulfill the responsibilities of his/her office during this probationary period, the Faculty Council will then vote on whether or not to dismiss the officer of his/her

duties.

Prior to this vote the officer will be offered a hearing before the Faculty Council.

b. If the officer is dismissed from his/her duties, the executive committee and board of trustees will nominate and vote for a trustee to fill the vacant position.

ARTICLE VII: EXECUTIVE COMMITTEE/BOARD OF TRUSTEES

Section 1. The executive committee shall consist of the faculty advisors and the chapter officers.

Section 2. The executive committee shall have general charge of the meetings and business of the chapter, but any action by the executive committee is subject to the review of the chapter members.

Section 3. The board of trustees shall consist of no more than 8 non-officers NHS student members. Selection will be based on self-nomination/executive committee votes. The role of the board of trustees is to support the NHS officers and assist in NHS activities.

Section 4. Each board of trustee member is responsible to oversee at least one major committee or be the Social Event Chair.

ARTICLE VIII: ACTIVITIES/PARTICIPATION

Section 1. The executive committee shall determine school and community projects in which the chapter will participate.

Section 2. These projects shall have the following characteristics: fulfill a need within the school or community, have the support of the administration and faculty, be appropriate, be well planned, organized, and executed.

Section 3. The chapter shall publicize its projects in a positive manner.

Section 4. Members are required to participate in service projects of the chapter. The executive committee will determine the minimum number of service hours that need to be fulfilled. As part of the minimum service hours they may provide a maximum of six tutoring hours.

Section 5. Members who sign up for an event are required to stay for the entire time that they are scheduled to work unless otherwise notified by the committee chair. Failure to participate at the event for the entire time scheduled will result in subtraction of hours for which the member was scheduled.

ARTICLE IX: MEETINGS

Section 1. Meetings of this chapter shall be monthly. Probation may result from non-compliance with this policy.

Section 2. This chapter shall conduct its meetings by Parliamentary Procedure:

- a. The Parliamentarian will first give any student causing a disturbance during a meeting a point of order.
- b. After being given a point of order, if the student continues to cause a disturbance, he/she will be asked to leave the meeting and will lose attendance for that meeting.

ARTICLE X: EMBLEM

Section 1. Each member of this chapter shall be entitled to wear the emblems adopted by the National Honor Society.

ARTICLE XI: DUES

Section 1. Annual dues for this chapter shall be fifteen dollars.

Section 2. Dues will be payable at the first meeting of the school year. Failure to comply by the designated date will result in a \$10 late fee.

ARTICLE XII: AMENDMENTS

Section 1. These bylaws may be amended by a 2/3 vote of the chapter, provided notice of the amendment has been given to the members at least one month prior to the vote. The exceptions are Article II, III, IV, and V, which are developed by the Faculty Council.

Section 2. Bylaws are amendments and must be consistent with the Constitution of the National Honor Society.

Section 3. By laws are to be revised annually by old and new officers of the executive committee, advisors, and board of trustees.

Revised 4/28/03